

**Minutes from the Meeting of the Concordia Council on Student Life Held 17 March 1995, at 10:00 a.m. in the Hall Building, room 771.**

**Present:** Dr. D.L. Boisvert, Chair; Mr. B. Counihan; Dr. S.M. Graub; Ms. A. Kerby; Ms. N. Torbit; Mr. R. Côté; Ms. D. Cooper; Ms. C. Fortier; Ms. L. Grimes; Mr. D. Leib; Ms. J. Murray; Ms. A. Robinson; Dr. R. Bonin; Ms. K. Hedrich; Ms. L. Lipscombe; Mr. C. Macdonald; Mr. B. Smart.

**Absent with Regrets:** Mr. H. Zarins; Mr. D. Ellison; Mr. S. Zacharias; Mr. M. Cambridge; Ms. A. Shorter; Mr. D. Bobker; Dr. I.M. Barlow; Dr. G. Alfred; Ms. A. Vroom.

**Guest:** Ms. G. Korn, Office of Alumni Affairs, representing Ms. A. Vroom.

1. Approval of the Agenda: On a motion by Mr. Counihan, seconded by Ms. Grimes, the agenda was approved.
2. Remarks from the Chair:
  - a) **Textbooks:** The motion passed by Council was forwarded to the Chairs' Caucus which agreed to forward a copy of Dr. Boisvert's memorandum to all department Chairs. In addition it was agreed that a letter from Dr. Boisvert, asking that Faculty should "please think of the students ..." could be included with the textbook order forms sent out by the Bookstore.
  - b) **Credit for Para-Academic Activity:** The motion was forwarded to Senate. Dr. Boisvert will appear before APC to address the proposal. The Chair requested that Council student representatives ask the student APC reps to speak in support.
  - c) **Task Force on Residences:** Since the Dean of Students, Mr. Counihan, will be addressing this situation in his remarks, it was agreed to pass on this item.
  - d) **Financial Outlook 1995/96:** The Chair said that he would not comment on the general financial picture for the University but would confine his comments to the Student Services budget. This budget is funded from two major sources, government grants and student fees; there has been a decrease in both funding sources, causing a realignment in the 1995-96 portion of the 3-year budget approved by Council. A full-day meeting is scheduled with the Directors of Student Services and the Associate Vice-Rector, Services to address the issue. The intention of the Chair is to provide CCSL with an adjusted budget at the April meeting. A further commitment is to meet the bottom line without any decrease in services. Further details will be provided with the budget in April.
3. Approval of Minutes from the Meeting of 17 February 1995: Correction by Ms.

Lipscombe - pg. 4, 3rd paragraph - change ... "publishers are not interested in the textbook market" to ... "trade bookstores are not interested in the textbook market". Clarification by Ms. Hendricks - pg. 8, last paragraph - a photo I.D. is required by Student Accounts. As well, Financial Aid advises Student Accounts of loans. On a motion by Mr. Côté, seconded by Ms. Fortier, the minutes, as amended, were approved.

Additional Chair's Remarks: The Chair welcomed Ms. G. Korn, who will be representing Ms. A. Vroom, Director of Alumni Affairs, at this meeting.

4. Business Arising from the Minutes: a) **The Registrar: Enrolment Trends and Recruitment Plan:** Mr. Smart will also report on budget changes.

Mr. Smart tabled a Summary of 1995 and 1996 Undergraduate Enrolment Forecasts. He explained that the process is to attempt to forecast two years ahead. He foresees a continuing decline in enrolment of 1.2% over the next 2 years. It was noted that since 1988, the ratio of part-time to full-time has "flip-flopped"-(part-time enrolment increasing). Another significant trend has been the movement away from Commerce & Administration and towards Arts & Science; the Faculty of Fine Arts has remained secure, and although Engineering & Computer Science looks stable, this is deceptive since the applicant pool is shrinking.

Another critical element in the enrolment forecast is understanding Concordia's position within the Québec context. Commerce & Administration has the capacity for 800 students, McGill has the capacity for 400. With the shrinking applicant pool, McGill gets the 400 and Concordia gets the reduction of the total pool. McGill being the stronger competitor it will retain its students while Concordia will absorb the loss.

Question: Mr. Counihan asked if there was any sense in targeting out-of-province students.

Answer: Mr. Smart said that a lot of time and effort has been spent with minimal impact. It was thought that students in eastern Ontario would be attracted to Concordia, but that has not materialized; attempts are continuing.

Question: Mr. Côté asked if any studies had been done on the effect of increased tuition fees on enrolment.

Answer: Not that Mr. Smart was aware of.

Question: Mr. Leibu asked how enrolment had been affected in Continuing Education.



Answer: Mr. Smart was not aware of these figures. Dr. Boisvert will ask Dr. Diubaldo, Director, Continuing Education, for enrolment figures.

Question: Ms. Kerby asked if gender balance was reported.

Answer: Mr. Smart responded that it is not examined for forecasts. It is looked at in some areas, specifically in Engineering & Computer Science.

Mr. Smart then addressed the recruitment issue. Each year, the Office of the Registrar updates a series of recommended plans for recruitment. He said that the traditional objective has been to keep the full-time equivalent enrolment stable. They are now looking at recommending controlled shrinkage. Objectives outlined for recruitment include:

- to increase the francophone enrolment. It is very hard to maintain the traditional 15 percent;
- increase out-of-province enrolment. As stated before, efforts in this area, to date, have met with limited success;
- a decrease in the part-time enrolment has been noted, although it is suspected that this has more to do with the economy than anything; this area is being examined;
- to increase the number of women in non-traditional areas of study;
- to work at increasing retention;
- to target multicultural groups;
- to increase marketing and enlist the support of faculty members.

Question: Ms. Fortier asked what was being considered to increase the international student enrolment.

Answer: Efforts are being made in the United States, but efforts in Europe have largely been abandoned. It was found not to be cost-effective to attempt to recruit in Europe. Through the networks set up, the majority of international applicants are from Hong Kong, China and Malaysia.

Question: Mr. Leibur asked if, along with trying to obtain faculty help, the Office of the Registrar had considered approaching student associations for their input.

Answer: Mr. Smart responded that he believed there was a role for the associations. Students are currently hired as tour guides; attempts have been made to recruit alumni, and he is confident that the faculty is slowly getting involved.

Mr. Counihan support Mr. Leibu's idea of student involvement. He said that students travel quite extensively on behalf of the University (i.e., Commerce Games, Ski Team, Debating Team) and they could be very good recruiters.

Mr. Smart informed Council of cost saving measures that have been suggested by the Office of the Registrar and approved by the Office of the Rector. These include:

- generate \$800,000 in revenue by increasing miscellaneous fees;
- by having a cash bar at graduation, \$40,000 will be saved;
- an increase in the application fee to bring it up to Quebec norms;  
Undergraduate will increase from \$20.00 to \$30.00;  
Graduate will increase from \$15.00 to \$30.00;
- increase the term fee from \$10.00 to \$20.00.

Question: Ms. Robinson asked if CARL had resulted in any cost savings for the Office of the Registrar.

Answer: Any cost savings have been transferred to the respective Faculties to help defray any additional costs caused by the introduction of telephone registration.

Question: Mr. Leibu asked how students would be informed of the increases in fees.

Answer: Ms. Hedrich replied that notices would go out with the bills.

Ms. Kerby suggested putting a message on CARL - Mr. Smart will examine this possibility.

Ms. Hedrich said that a flyer going out with the 1st mailing of the summer bills will be received by 90% of the students.

**b) Task Force on Child Care Issues:** Ms. Kerby, Chair of the Task Force, distributed the report. She asked that in the discussion, Council focus on the question: Should Concordia University be involved in daycare? Page 20 of the report contained a summary, and Ms. Kerby briefly outlined the report



and explained the methodology used. The report will be discussed at the April Council meeting.

Mr. Leiby asked about the financing of the daycares and was informed the University, through the Office of the Vice-Rector, Services, subsidizes the daycares to the amount of \$41,775.00.

c) **Other** - J. Chegrinec tabled the response received from Mr. C. Buchanan, Computing Services, to the concerns expressed about the computer labs. Ms. Robinson felt that the response didn't address the concerns expressed. It was agreed that Mr. Buchanan would be invited to attend a meeting to address these issues more specifically.

Ms. Grimes asked about what the follow up would be on the shuttle bus motion. Dr. Boisvert said that it had been forwarded to Dr. Barlow.

Ms. Murray followed up on her comments regarding the frustrating situation she found herself in dealing with a degree change. She said that not only did she receive incorrect information from the Birks Student Service Centre, she also received misinformation from the department advisor. She and Mr. Leiby asked that if it were possible to improve communication and information flow between the areas. Mr. Smart said he would look into the situation.

Mr. Leiby also suggested that during the on-going training of the Birks Student Service Centre staff, individuals from other areas, i.e., department advisors, secretaries etc., be included. Mr. Smart acknowledged that there was a problem; he said that during the training for CARL, over 300 people were involved. So he is confident that given time the situation can be rectified.

5. Report from the Planning & Resources Committee: Ms. Kerby advised Council that although a meeting was called the previous week, students were unable to attend, and the directors present felt that the issues needed student input. Consequently, although the dossiers on teaching, the student bill of rights, ethics and the task force on residences were briefly examined, there was nothing to report at this time.

Mr. Leiby reported that the Student Bill of Rights has gone to Senate and it is intended to go to referendum during the student elections. It has also been sent to Faculty Councils and will be tabled at CCSL.

6. Student Life Issues: On a motion by Ms. Grimes, seconded by Mr. Leiby, best wishes were extended to the Stingers Men's Basketball team at the CIAU Championships in Halifax. Similar wishes were extended to the Debating Team competing at Bishop's University.

Mr. Ellison inquired about the renovations for disabled access. Ms. Kerby responded that \$550,000 has been approved to begin the initial renovations, and tenders have been sent out for the major work. Mr. Leiby asked if the airport lounge in the Hall Building could be renovated and re-designed; he will discuss the issue further with the Dean of Students.

Mr. Leiby raised the important issue of student representation on major committees, especially the CUFA negotiating committee. He informed Council that students have been told that students have no voice in the process. In addition he would like to ask Council to endorse a series of recommendations. Dr. Boisvert indicated that the issue could be put on the agenda for further discussion.

Ms. Grimes informed CCSL that an American book company, Barnes & Noble, is in the process of moving onto university campuses and competing against university bookstores.

Ms. Lipscombe responded that the company is usually invited in by the university if the bookstore cannot provide service. It is similar to an outsourcing programme, and she feels that they have a tendency to diminish the service. They will strictly sell textbooks, and although they appear to reduce costs, they keep most of the profits. The University of Ottawa is an example. The university owns 51% and the corporation owns 49%; profit has become an issue and the practice has proven to actually raise the margin on textbooks and a boycott is being arranged. She feels that a university which brings this company on campus has a lot to lose.

In response to a question, Mr. Leiby was informed by Dr. Boisvert that CCSL can take a position on university budget issues that don't concern the student services' budget directly. He asked if eliminating invigilators will have an impact on students. Mr. Smart answered that any change will have an impact on students and student life. Mr. Leiby continued by asking how Council can have an idea on what impact cuts and changes will have on students. It was agreed that the Planning and Resources Committee will draft a statement and table it for discussion at the April meeting of Council.

Mr. Leiby asked that CCSL's mandate and role within the University be examined. He would like to see it changed so that CCSL could deal with substantial issues. He explained that in the services sector, decisions which have an impact on student life are made without any input from students. He expressed the opinion that CCSL doesn't have the authority to pursue issues; all it can do is lobby. He would like to see Council's mandate expanded and broadened to serve as a Senate-like body for the services sector. He also would like to eliminate a number of committees and streamline students'



representation to maximize their input.

Ms. Kerby said that the issue had been raised at Planning and Resources where they understood that the suggestion has a serious impact on the services sector. Mr. Smart said that a committee structure is in place, Academic Services Committee, which tables issues for resolution between the Faculties and the services sector. He agreed that, although there are student representatives on the Committee, it is not controlled by students. He also said that his level of commitment to a governing body would be greater if he was also given a vote in the proceedings, but he wouldn't like to see two separate structures established which would effectively have service sector managers reporting to two different areas with a possibility of two different agendas.

Mr. Leiby said what he envisioned was a change in composition which would provide resource people with a vote. He also did not see eliminating the ASC, but making it more visible. He would like CCSL to do for services what Senate does for the academic sector.

Further discussion on this issue involved Ms. Torbit, Mr. Leiby, Ms. Kerby, Ms. Robinson and Dr. Boisvert. It was agreed that the issue had reached the point at the Planning and Resources Committee where further discussion would be irrelevant. It was time to discuss the issue on a broader level, and eventually table something at the Office of the Rector. Dr. Boisvert asked for a more focused, concrete scenario, outlining parameters, which could be used to help formalize the recommendation. The issue will be added to the April agenda of Council.

7. Reports from Directors: The Chair asked for questions for those directors not reporting today. Mr. Leiby asked if the Recreation & Athletics budget was normal for this point in the fiscal year; Dr. Boisvert responded that Mr. Zarins was aware of the situation.

Mr. Côté said that he had included the work study analysis in response to questions from the last meeting. Ms. Grimes asked if temporary loan installments had increased and was informed that unfortunately they had not increased substantially. He was pleased to report though that the Alumni Office, through the Affinity Card, had awarded \$5,000 towards emergency loans.

**Brian T. Counihan, Dean of Students:** Mr. Counihan began his report with some announcements - he requested that nominations for the CCSL awards be forwarded to him as soon as possible. The awards night will be held 10 April.

A workshop was held in Advocacy & Support Services dealing with alternative dispute resolution in which 25 students from various groups participated. The feedback from the workshop has been very positive. Ms. Grimes suggested that the next workshop be held over two days and involve more role playing.

Mr. Counihan continued - the student project fund was winding down, with 43 different projects having been sponsored. He has earmarked \$1000.00 for graduate student projects, and he responded to Ms. Grimes that if this money is not spent on graduate projects, it will become available for undergraduates.

Mr. Leibur asked if there was any possibility of getting a list of committees in the University. Ms. Chegrinec responded that, at one time, Institutional Planning had been collecting information on committees and mandates. She would ask if information was available for distribution to Council.

Mr. Counihan distributed a document about the residences, outlining the past, present and future. He said that at present he had received 33 applications from returning students, and new student applications were down by over 100.

The mandate and composition of the Task Force on Residences was tabled. Mr. Leibur asked that the committee look at other ways of generating revenue, for example food services, laundromat, etc. He also asked that the committee examine what impact residences have on student life, specifically on the Loyola Campus.

Ms. Robinson asked what the future plans were for Langley Hall. Dr. Boisvert responded that at this point he does not know, but there were a number of discussions underway and he will ask Dr. Barlow to update Council.

The following motion was moved by Mr. Counihan and seconded by Ms. Grimes:

**BE IT RESOLVED** that CCSL appoint David Ellison as the student-at-large member of the Task Force on Residences.

There was no discussion and no vote; the motion was carried.

It was agreed that Dr. S.M. Graub would be the presenting Director for the April 21 meeting.

8. Other Business: Mr. Leibur announced that an Irish Folk Band would be playing in Reggie's beginning at 12:00 p.m.



Mr. Macdonald announced that the Central Advisory Health & Safety Committee had agreed not to provide refreshments at their meetings, as per the request from CCSL to help reduce costs.

9. Termination of Meeting: On a motion by Ms. Murray, seconded by Ms. Cooper, the meeting adjourned at 12:00 noon.